

**MONROE COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES MEETING MINUTES**

1. At a Regular Meeting of the Board of Trustees of the Monroe County Library System held on September 14, 2015 at the Blue Bush Branch Library, the meeting was called to order by Chair Larry Gregory at 5:01 p.m. Maryanne Bourque called roll.

Present: Laurence Gregory, Chair; Maryanne Bourque, Vice-Chair; Elizabeth Taylor, Trustee; Bernie Smith, Trustee; and Nancy Bellaire; Director

Excused: Catharine Calder, Secretary

Staff: Liz Pifer, Jane Steed, Cindy Green, Lou Komorowski

A quorum being present, the Board proceeded to transact business.

2. Motion by Trustee Taylor, supported by Trustee Smith to approve the agenda as presented. Motion carried.
3. Motion by Vice-Chair Bourque, supported by Trustee Smith to approve the minutes of the July 13, 2015 board meeting. Motion carried.
4. Public Comment – Frenchtown Community Librarian Jane Steed welcomed the board to Blue Bush and shared information about the recent weeding and rearrangement project led by Liz Pifer and Collection Services staff. This project allows for better marketing of materials on the ends of shelves.
5. Consent Agenda – Motion by Trustee Taylor, supported by Vice-Chair Bourque, to accept the items on the consent agenda as presented, including the July and August 2015 Financial Reports, and place on file. Motion carried.
6. Committee Reports
 - Finance Committee** – Mrs. Taylor reported that the Finance Committee had met before the board meeting to discuss the financial reports, actuarial report, and legal notices received this month. She noted that there are Woodlands contract items later on the agenda. She also indicated that Ms. Bellaire plans to put an additional \$50,000 above the amount required by the actuary into the MCLS Retiree Health Care Trust plan for 2016.
 - Facilities Committee**–No meeting.
 - Policy and Personnel Committee** –Mrs. Bourque and Mrs. Smith recommended using the 2014 director’s performance review format for 2015 and that the review be conducted at the October meeting per usual.
 - Technology Committee** – No meeting.

Woodlands Update – Mr. Gregory reported that the Woodlands Governing Board will meet later this week to approve the next Woodlands budget.

Legislative Update – Mr. Gregory reported that both branches of the legislature will be getting back to business now for the fall term.

7. Unfinished Business – None.

8. New Business – Motion by Trustee Taylor, supported by Trustee Smith, to approve payment of the bills for the month ending July 31, 2015 in the amount of \$276,173.68. Motion carried.

Motion by Maryanne Bourque, supported by Betsy Taylor to approve payment of the bills for the month ending August 31, 2015 in the amount of \$238,603.68. Motion carried.

Motion by Trustee Taylor, supported by Trustee Smith to accept the Monroe County Library System VEBA Health Trust Actuarial Report from Gabriel Roeder Smith for the year ending December 31, 2014 and to place the report on file. Motion carried.

Motion by Vice-Chair Bourque, supported by Trustee Taylor to approve posting 2 page positions, up to 5 hours per week for Summerfield-Petersburg, due to a resignation. Motion carried.

Motion by Trustee Smith, supported by Trustee Taylor to approve posting a delivery driver position, up to 35 hours at a clerical rate of pay. Motion carried.

Motion by Trustee Taylor, supported by Vice-Chair Bourque to approve the 2015-16 Fiscal Services and Automation Services contracts with the Woodlands Library Cooperative in the amount of \$18,580. Motion carried.

Motion by Maryanne Bourque, supported by Bernie Smith to approve the 2015-16 Delivery and RIDES contracts with the Woodlands Library Cooperative in the amount of \$40,915. Motion carried.

9. Director's Report – Mrs. Bellaire shared the event schedule for the 2015 Michigan Library Association conference which will be held in Novi next month and invited board members to the Leave a Legacy planned giving event planned for September 16. She shared a response from the Flat Rock Library Director regarding non-resident use of the Flat Rock Library. Discussion followed. Director Bellaire also shared several thank you letters and drawings with the board from Holiday Camp participants as well as those from other groups participating in Library sponsored activities around the County.

10. Board Comments

The board thanked Liz and Jane for hosting the meeting and for the weeding updates. Trustee Smith asked about the MLA conference that will be held this year in Novi and said that she was glad that the conference was so near to Monroe this year. Mr. Gregory also applauded the work done to update Blue Bush, noting that his family attended story times in this branch.

11. Public Comment – None.

12. Announcements

Date of Next Board Meeting–October 19 @ 5 p.m. at the Maybee Branch

Library, Maybee, Michigan

13. Adjournment

Motion by Betsy Taylor, supported by Bernie Smith to adjourn the meeting at 5:20 pm. Motion carried.

Respectfully submitted,

Maryanne Bourque, Vice-Chair

Larry Gregory, Chair